

Information Technology Resource Management Council (ITRMC)
Access Idaho Steering Committee
Meeting Minutes
May 22, 2003
(Approved by Committee June 26, 2003)

The Access Idaho Steering Committee monthly meeting was held on Thursday, May 22, 2003 from 1:30pm to 2:30pm., at Capital One Center, Suite 910, the Access Idaho office.

Attendance

Members Present :

Mr. Bill Farnsworth, ITRMC Staff
Mr. Eric Beck standing in for Mr. John McAllister, Dept. of Labor
Mr. Jeff Walker, Access Idaho, General Manager
Mr. Chuck Goodenough, Secretary of State
Mr. Rob Spofford, Dept. of Water Resources

Absent Members :

Ms. Susan Simmons, Transportation Department
Mr. Mark Little, Division of Purchasing

Others Present :

Barb DeMoney, Access Idaho, Admin. Asst.
Mr. Greg Harness, Access Idaho, Project Manager
Mr. Kurt Rohrig, IT Doctors
Mr. Burt Hill, IT Doctors

Call to Order, Welcome

Chairman Bill Farnsworth, who welcomed members and others in attendance, called the meeting to order.

Approve Minutes

April 24, 2003

Move to accept by Rob Spofford and Jeff Walker seconded motion. Motion passed unanimously.

GM Report from Access Idaho

Jeff discusses all new orders of business. Rich Steckler is the new Marketing representative. The Awards Access Idaho is applying for is the MIT award for the IFTA application. The application had an 11% adoption rate immediately and a 15% adoption rate at this time. It has cut down on the paper filing process and error rate. Will also be submitted to the Best of the Web. Discusses the Homeland Security page that was put together. There will also be press releases sent out for most of the new applications that Access Idaho is launching.

On the development side of Access Idaho they have just recently completed the Board of Nursing application, the Board of Medicine license look-up application and are now working on fleet renewals.

The creative staff has been testing the full fee application. They also spent several weeks training the staff of the Professional-Technical Education division. They also put together a website for the Veteran's Medallions that are for sale through the State Treasure's office.

Launches in the next few months include Transportation's online registration renewals. Which leads into a discussion on the SLA between Transportation and Access Idaho and concerns with SLA wording.

Discussion

After this discussion concludes Jeff mentions new projects coming into Access Idaho and the need to prioritize them based on certain criteria. The committee wishes to be involved in this priority setting.

Discussion again turns to concerns with the SLA between Transportation and Access Idaho. Concerns are expressed as to who owns the code for the county level. Bill to examine who owns the county code.

Bill states that they will have the county agreement out soon. Jeff wishes to have the rough draft completed by this afternoon. Although as Bill states it may be difficult for the same agreement to apply to all counties.

Another outstanding SLA between Transportation and Access Idaho will be reviewed next month for fleet renewals. Another project in the works include the two ways to search on Access Idaho. The two ways currently are the search page and/or the How Do I? link. Access Idaho will be making improvements on the How Do I application in the months to come.

State agencies will also be trained in upcoming months as to how to better utilize the state calendar. The committee is also looking to implement the state store concept. Agencies who will be included in discussion of this matter include Parks & Rec., Public Television, Dept. of Labor, the State Archives and possibly BSU. It's possible that agencies cannot charge for the item until the item has been shipped. May need to track shipment of product.

This leads to a discussion of over the counter credit card charges. This process may involve the necessity of a swipe device. A percentage may be added to the top of payment. There may be a cash discount given.

Bill discusses news items on the Access Idaho front page and then questions the visitors Kurt Rohrig and Bert Hill. Question from Rohrig as to if there will be target marketing done or a shopping cart feature to the state store. None of that is known at this time as they are still gathering information right now.

Adjournment